

**Notice:** Use of this form is required by the DNR for any application filed pursuant to ch. NR 168, Wis. Adm. Code. Personally identifiable information collected will be used for grant administration and will also be accessible by request under Wisconsin's Open Records law [ss. 19.31 - 19.69, Wis. Stats.]. Applications must be complete in order to be processed.

For complete application instructions, see "2006-2007 Brownfields Site Assessment Grant Round 8 Application Instructions" publication number RR-678, which is available on the DNR's website: [dnr.wi.gov/org/aw/rr](http://dnr.wi.gov/org/aw/rr).

**This application is a:**

☐ **Small Grant Request (\$2,000 to \$30,000)**

☐ **Large Grant Request (\$30,001 to \$100,000)**

**Submit two copies of the application and all attachments.**

DNR Use Only	
Region	Application Number

**Section 1: Applicant Information**

Applicant Name			County	
Address		City	State	ZIP Code
Authorized Representative		Title	Telephone Number	
Contact Person		Title	Telephone Number	
E-Mail Address		Fax Number		
Type of Eligible Applicant				
<input type="checkbox"/> County	<input type="checkbox"/> Village	<input type="checkbox"/> Tribe	<input type="checkbox"/> Community Development Authority under s. 66.1335	
<input type="checkbox"/> City	<input type="checkbox"/> Town	<input type="checkbox"/> Redevelopment Authority under s. 66.1333	<input type="checkbox"/> Housing Authority	

Primary Consulting Firm or Contractor, if applicable ☐ Check if additional names are attached.

Contact Person	Title	Telephone Number	
Address	City	State	ZIP Code
E-Mail Address	Fax Number		

**Section 2: General Project Information**

**Materials in support of this section should be labeled Attachments 1 and 2.**

1. Project Name: \_\_\_\_\_
2. a. Is this application a request for multiple contiguous properties? ☐ Yes ☐ No  
b. If yes, how many properties are included in the project? \_\_\_\_\_  
Separate copies of pages 2 and 3 of this application must be filled out and submitted for each individual property included in the grant request.
3. Using no more than one sheet of paper labeled *Attachment 1*, include a project description that identifies the grant activities that the applicant plans to carry out and the proposed end use of the property, if known. Explain whether the property will be used by the general public and be owned by a local governmental unit or a non-profit organization to support the answer to question 12 in Section 5.
4. Identify the type and estimate the number of activities the applicant plans to conduct, and the number of items the applicant plans to remove or demolish with Site Assessment Grant funds and pledged match costs.

_____ Phase I Environmental Assessment	_____ Phase II Environmental Assessment
_____ NR 716 Site Investigation	_____ Buildings or other improvements
_____ Underground petroleum storage tanks (USTs)	_____ Aboveground petroleum storage tanks (ASTs)
_____ Underground hazardous substance storage tanks (USTs)	_____ Aboveground hazardous substance storage tanks (ASTs)
	_____ Abandoned containers
5. Provide recent, dated and labeled photograph(s) of the site or facility as *Attachment 2*.

# Brownfield Site Assessment Grant Application

Form 4400-217 (R 8/06)

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\* An individual grant request that includes more than one property must complete pages 1, 4, 5 and 6 one time for the entire grant request. A separate copy of pages 2 and 3 must be completed and submitted **for each property** included in the grant request.

## Section 3: General Site or Facility Information

An eligible site or facility is "one or more contiguous industrial or commercial facilities or sites with common or multiple ownership that are abandoned, idle, or underused, the expansion or redevelopment of which is adversely affected by actual or perceived environmental contamination." (s. 292.75(1)(a), Wis. Stats.)

If this is a multiple contiguous property grant request\*, this is parcel \_\_\_\_ of \_\_\_\_.

Name of Site / Facility		Street Address of Site / Facility	
County	City	State	ZIP Code
Size of Site in acres (1 acre = 43,560 ft <sup>2</sup> )	State Assembly District #	Population of City, Town or Village where the site or facility is located	

Known or Suspected Sources / Wastes – Indicate if the sources of contamination or wastes are Known "K" or Suspected "S":

<input type="checkbox"/> Foundry Sand	<input type="checkbox"/> Surface Spills	<input type="checkbox"/> Routine Industrial Operations	<input type="checkbox"/> Transformer
<input type="checkbox"/> Dumping or Buried Drums	<input type="checkbox"/> Burning of Materials	<input type="checkbox"/> Underground Pipeline or Tank	<input type="checkbox"/> Aboveground Pipeline or Tank
<input type="checkbox"/> Contaminated Building	<input type="checkbox"/> Industrial Accident	<input type="checkbox"/> Lagoon	<input type="checkbox"/> Fly Ash
<input type="checkbox"/> Other: _____			

Past Land Uses of Site / Facility – Indicate if the sources of contamination or wastes are Known "K" or Suspected "S":

<input type="checkbox"/> Service Station	<input type="checkbox"/> Agricultural Co-op.	<input type="checkbox"/> Salvage Yard	<input type="checkbox"/> Pipeline
<input type="checkbox"/> Coal Gas Manufacturer	<input type="checkbox"/> Electroplater	<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Dry Cleaner
<input type="checkbox"/> Bulk Plant	<input type="checkbox"/> Tannery	<input type="checkbox"/> Landfill	<input type="checkbox"/> Unknown
<input type="checkbox"/> Other: _____			

## Section 4: Site or Facility Information – Contamination and Its Causer

**Materials in support of this section should be labeled Attachment 3.**

1. Check any of the following activities that have been conducted on the site or facility. List the dates the activities occurred.

<input type="checkbox"/> Phase I Environmental Assessment	<input type="checkbox"/> Phase II Environmental Assessment	<input type="checkbox"/> NR 716 Site Investigation
Date: _____	Date: _____	Date: _____
<input type="checkbox"/> Other information about possible contamination at the site or facility: _____		
Date: _____		

2. Has environmental contamination been confirmed through sampling and analysis at the site or facility? ☐ Yes ☐ No ☐ Inconclusive  
**If no, proceed to c.**

a. If yes, what contaminants are known to be present? \_\_\_\_\_

b. Has the DNR ever been notified of the discharge of a hazardous substance? ☐ Yes ☐ No

If yes, when? \_\_\_\_\_ DNR BRRTS Number (if known): \_\_\_\_\_

c. Explain how the actual and perceived contamination is impacting the property use and redevelopment. If no environmental contamination has been confirmed, why is the site or facility suspected to be contaminated? Explain here or as part of *Attachment 3*.

For questions 3-6, the Department can only award a grant if the person who caused the environmental contamination that is the basis for the grant request is unknown, cannot be located or is financially unable to pay the cost of the eligible activities. It is the applicant's responsibility to provide sufficient information so the department can make a determination. Refer to the application instructions for more information about how to answer these questions and what documentation should be provided. In *Attachment 3* provide clear and complete information to demonstrate that this requirement is met. **If there is not sufficient information included with this application, the Department may determine the application to be ineligible.**

3. Did the applicant cause the environmental contamination that is the basis for the grant application? ☐ Yes ☐ No

4. Does the applicant know who caused the contamination that is the basis for the grant application? ☐ Yes ☐ No  
Explain how this conclusion was reached in *Attachment 3*. If no, proceed to Section 5 after completion of explanation.

5. Has the applicant located the person(s) who caused the contamination that is the basis for the grant application? Explain your efforts to locate the person(s) who caused the contamination as part of *Attachment 3*. ☐ Yes ☐ No

6. Is the person(s) who caused the contamination financially able to pay for the activities listed in this application? Explain the basis for this conclusion as part of *Attachment 3*. ☐ Yes ☐ No ☐ Unknown

**Section 5: Scoring Information – Part 1****Materials in support of this section should be labeled Attachments 4 and 5.**

1. Does a local governmental unit have title to the site or facility? (20 points) ☐ Yes ☐ No
2. If yes, how was the property acquired? Check all that apply.
- ☐ Purchase ☐ Bankruptcy ☐ Escheat  
☐ Condemnation ☐ Tax Deed ☐ Stewardship Funds ☐ Other: \_\_\_\_\_
3. Delinquent Property Taxes (5 points if conditions "a", "b", or "c" are true)
- a. If site or facility is owned by a local governmental unit, was the property tax delinquent at the time it was acquired by a local governmental unit? ☐ Yes ☐ No
- b. If the site or facility is privately owned, is the property currently tax delinquent? ☐ Yes ☐ No
- c. If the site or facility is privately owned, was the property tax delinquent within the last 5 years? ☐ Yes ☐ No
- d. If "yes" was selected for "a", "b", or "c", provide Tax Parcel Number: \_\_\_\_\_  
and most recent Tax Certificate Number: \_\_\_\_\_.
4. If the property is not owned by a local governmental unit, has the applicant or another local governmental unit initiated the formal acquisition process? (10 points) ☐ Yes ☐ No
- List the date(s) and action(s) that the applicant has taken to initiate the formal acquisition process here:
- \_\_\_\_\_
- \_\_\_\_\_
5. Does the applicant currently have legal and physical access to the site or facility to carry out all the activities listed in this grant application? ☐ Yes ☐ No
- Note:** If the Department notifies the applicant that funds have been reserved, the applicant must obtain legal and physical access to the site or facility to carry out all proposed grant activities, and provide the Department with documentation within 60 calendar days of this notification.
6. Who currently owns and holds title to the site or facility? \_\_\_\_\_
7. List any uses of the site or facility at the time the application is submitted (pubic parking, equipment storage, occupied residence, manufacturing, small business, etc.)? \_\_\_\_\_
- \_\_\_\_\_
8. At the time the application is submitted is the site or facility vacant or abandoned? (10 points) ☐ Yes ☐ No
9. If yes, how long has the site or facility been vacant or abandoned? \_\_\_\_\_
10. Is there a school, park, or residence within 500 feet of the site or facility? Include an area map at a scale that shows the location of these items and the site or facility as *Attachment 4*. (15 points) ☐ Yes ☐ No
11. Potential impacts to drinking water wells: (15 points if condition "a" or "b" apply)
- a. Is the site or facility located within a source water protection area for a community or nontransient noncommunity water system with a groundwater source, or within 600 feet of a transient noncommunity supply well used for potable purposes? DNR staff will check this.
- b. Is the site or facility located within 600 feet of a private water supply well used for potable purposes? ☐ Yes ☐ No  
Include an area map at a scale that shows the location of wells and the site or facility as *Attachment 4*.
12. Will the site or facility that is the basis for the grant application be used by the general public and be owned by a local governmental unit or a non-profit organization? (5 points) ☐ Yes ☐ No

**Note:** Explain how the site will be used in Attachment 1. See Section 2, question 3.

13. Are there hazards and/or contamination present that are readily accessible to the public? At least one condition from part "a" **and** one of the conditions in part "b" must be met in order to qualify for the points. Provide an explanation and/or evidence (e.g., photos, sampling data, etc.) for each item checked. This explanation must be written and included as Attachment 5. Check all that apply. (15 points)

- Hazards: a. ☐ Structure or building is unstable or unsafe.  
☐ Drums or other aboveground containers containing hazardous substances are present.  
☐ Confirmed (by sampling and analysis) contamination is present in the top six inches of soil.  
☐ Other public health hazards are present. Be sure to identify and explain the hazards in *Attachment 5*.

**and**

- Access: b. ☐ The hazard and/or environmental contamination that are identified above are readily accessible to the public. Explain the accessibility to the hazards or contamination in *Attachment 5* as indicated above. The recent dated and labeled photos submitted in *Attachment 2* should indicate the accessibility to hazards or contamination.  
☐ The applicant has taken actions to limit public access to the hazard or contamination on the site or facility. In *Attachment 5*, explain what actions the applicant took to limit access and indicate when those actions were taken.





**Section 9: Additional Information, continued**

3. Does the applicant believe that the cleanup and investigation of the site or facility would be eligible for reimbursement from the PECFA (Petroleum Environmental Cleanup Fund Act) program? ☐ Yes ☐ No ☐ Unknown

**Note:** An applicant may not use SAG funds to pay for site investigation (ch. NR 716) costs if the site or facility would qualify for funding under PECFA.

4. Provide a detailed map that shows the location of the site or facility as Attachment 4. In addition, the map should indicate the proximity of the site(s) or facility(ies) to schools, parks, residences, or private wells in order to qualify for the points under Section 5, Questions 10 and 11b. This attachment is required for all applications regardless of whether you qualify for the points for these questions.
5. Include as *Attachment 7*, a municipal resolution that authorizes the submittal of the application, designates the authorized representative, commits the applicant to complete the activities listed in this application and to maintain appropriate records, and grants the Department access to the site or facility and grant records. See page 14 of the instructions for a sample resolution.

**Note:** A copy of the signed and approved resolution must be submitted no later than 30 days after the application due date.

**Section 10: Certification**

I certify that information in this application and all its attachments are true and correct and in conformity with applicable Wisconsin Statutes.

Print / Type Name of Authorized Representative

Title of Authorized Representative

Signature of Authorized Representative

Date Signed

**Section 11: Summary of Attachments**

*Attachments 1, 2, 3, 4, and 7* must be included for the application to be considered complete.

*Attachments 5 and 6* are necessary to qualify for point awards in Sections 5 and 6.

For more information on each attachment, see the section and question number shown in brackets which refer back to the application sections.

- ☐ *Attachment 1.* Description of project and proposed use of site. [Section 2: Q3; Section 5: Q12]
- ☐ *Attachment 2.* Recent dated and labeled photos of site that show the location of structures and improvements. [Section 2: Q5; Section 5: Q13]
- ☐ *Attachment 3.* Explanation of the contamination status of the site or facility and any information or efforts to locate and determine the causer's ability to pay for grant activities. [Section 4: Q2c, Q3, Q4, Q5, Q6]
- ☐ *Attachment 4.* Map (no larger than 11x17") that shows the location of the site or facility. To qualify for points, the map should indicate the proximity of the site or facility with respect to any schools, parks, residences or private drinking water supplies. [Section 5: Q10 & Q11b]
- ☐ *Attachment 5* or written on form. Explanation of the conditions and circumstances that support the conclusion that hazards or environmental contamination exist at the site or facility and are readily accessible to the public. Explanation of actions the applicant has taken to limit access to hazard or contamination should also be included. [Section 5: Q4]
- ☐ *Attachment 6.* One copy of paid invoices of all costs that the applicant paid since 1/1/1990 for any activity or expense listed in Past Costs Worksheet on page 4. [Section 6: Q1; Section 7]
- ☐ *Attachment 7.* Copy of the municipal resolution. [Section 9: Q5]
- ☐ Copy of resolution is attached.
- ☐ Copy of resolution will be submitted within 30 days of application due date.